

ACEC Delaware

American Council of Engineering Companies of Delaware

Executive Board Meeting

Wednesday, August 12, 2015

11:30 AM

Becker Morgan Group, Dover, DE

RE: Meeting Minutes

Meeting called to order: 11:45 am

Attendees:

Kim Wilson	Executive Director	Ruggerio Willson & Associates
Mike Riemann	Vice President / Kent County	Becker Morgan Group
Dave DuPlessis	Treasurer/Membership	JMT
Brian Bolender	Secretary	AECOM
Scott Rathfon	National Director	Century
Ted Januszka	Legislative	Pennoni Associates
Bruce Jones	Environmental	Pennoni Associates
Garth Jones	Sussex County	Becker Morgan Group
Ryan Flickinger	Education / Public Relations	KCI

Not Present:

Mike Angelo	President	McCormick Taylor
Ted Williams	New Castle County	Landmark
Debbie Pfeil	Kent County	AECOM
Alan Marteney	Transportation	Century
Sonia Marichic-Goudy	Programs	McCormick Taylor
Jordan Seemans	Asst. Executive Director	Ruggerio Willson & Associates

1. Special presentation was provided to the Board by the Boy Scouts Initiative for an Engineering Explorer Post. Pennoni is hosting the Explorer Post, and the presentation was made to explain the activities of the post, and garner interest from other member firms to participate.
 - Meetings usually run for 9 or 10 months out of year, with July and August always being off months.
 - Generally, approximately 20 kids are involved.
 - Meetings are held at member offices and generally run from 7 to 9 once a month.
 - The program is a two year program, so each firm only repeats its program once every two years.
 - CM / CI firms can also be involved.
 - It is intended to attract younger kids into the field by giving them hands on experiences with existing engineers.
2. The meeting's agenda was approved and the meeting minutes from the June meeting were approved.

3. Treasurer's Report –Dave DuPlessis
 - Dave distributed the treasurer's report, which included a list of outstanding ARs.
 - Dave went over the year end numbers, which went through June 30th. July numbers were not available.
 - The question was raised on membership whether AECOM / URS is now one member or still two. Brian is to check and let Kim know.

4. Executive Director's Report – Kim Wilson
 - Reviewed the Google Docs setup, which is now live. It was sent out to a few folks first for testing, and it appears to be working. Documents will be stored and uploaded here, and eventually standard templates will be provided for everyone's use.
 - The Fall conference is scheduled for Boston
 - Kim questioned who was planning on attending, and at this point it is Ted and Scott. Mike Riemann is on the fence but will decide shortly.
 - Prices increase on September 4th and hotels are filling up.
 - Kim requested that anyone else who decides to attend to please let her know.
 - The letter of intent for the Engineering Excellence Awards is scheduled to go out to member firms next week.
 - There was discussion relative to making more categories based on project construction budget, and it was decided to provide categories in under \$1 million, between \$1 and \$5 million, and over \$5 million.
 - The issue of submitting with just your part of an overall project needs to be reviewed and further clarified.
 - There need to be a section on the application where the firm can state what part of a project they are submitting on.
 - The whole process needs to be revamped, and that is a goal for 2016.
 - There will be no letter of intent submissions, this time, just the official submission.
 - Three judges need to be arranged, and it was decided that each County representative from the Board should arrange for the judge from their County.
 - Pumpkin Chunkin is returning this year, and will be at Dover Downs on November 7th and 8th. We are reviewing using this as a tailgating event for the PAC.
 - Other easy PAC events are being reviewed, and Kim and Jordan have been talking to other state PACs to garner ideas.
 - One idea is a wine wall, where you pay \$20 for a bottle of wine that you pick off a wall. Wine would need to be donated.
 - Kim is reviewing ideas with the Election Board to make sure we do not violate and PAC regulations.
 - For the wine wall, we would need 50 bottles at the May Annual Meeting.
 - Kim is working with Sonia on various events.
 - The electronic invite is going out early next week for the Climate Change event to be held at the Duncan Center. PDHs will be offered.
 - Bruce reviewed the agenda for the meeting, which is based around the Governor's Executive Order on Climate Change.
 - Susan Love will discuss the effects of Climate Change on Water Infrastructure.
 - Barry Benton will discuss the effect of Climate Change on Road and Bridges.

- Someone from the City of Lewes will discuss Climate Change Adaptation and Policy Changes.
 - Looking for one more speaker to address Climate Change Adaptation Plans.
 - The use of electronic payments is up and running for payment to events, but still mailing invoices for dues.
 - Looking at using shorter eblasts to grab more folks attention.
 - Looking at updating website.
 - The layout is okay but the content is not right.
 - Working with Ryan and folks at KCI on updating.
 - Discussed ways to get affiliates more involved.
 - Reviewed having more happy hours, but unclear who would take on this effort.
 - Could provide panel discussions on industry topics, with the affiliates being part of the panels.
 - Could provide 10 / 15 minute “advertisement” time for affiliates at meetings, so they would be more likely to be present.
 - Kim will review ideas with Sonia.
5. National Directors Report – Scott Rathfon
- A short term extension for transportation financing till October 31st was passed. Looking at doing something more long term.
 - New environmental regulations are coming out on Climate Change.
 - National budget is forthcoming. There are no due increases proposed, and there will be time to review budget prior to fall meeting.
 - National put \$400,000 in reserves this past year.
 - There are no voting items at the Fall meeting.
 - ACEC now has over 586,000 members.
6. Legislative Committee – Ted Januszka (not present)
- Kim covered items for Ted during PAC discussion.
7. Membership – Dave DuPlessis
- We now have 22 member firms.
 - Ten Bears is looking at joining, but there is some concern on their part about price. They have been invited to our next event in September, and Mike and Ted will talk to them
 - All of the affiliates were reviewed and okayed to join as affiliates.
 - Mike Riemann will follow up with Megan to see where GTA stands on membership.
8. Program Committee – Sonia Marichic-Goudy (not present)
- Kim reviewed the upcoming schedule of events.
 - Seminars in April and September
 - Webinar in January
 - Annual meeting in May
 - Locking down locations for all events now.
 - April’s seminar may focus on Water / Wastewater issues, but could include Transportation component.
 - Seminars could be more interactive and hands on, rather than discussion based.

9. Transportation Committee – Alan Marteney (not present)
 - Meeting setup with Secretary Cohan and Drew Boyce in late August. The meeting was setup through the Committee of 100.
 - The Draft CTP is out and hearings are scheduled over the next month. Spending has increased dramatically.
10. Environmental Committee – Bruce Jones
 - The first meeting of the Townsend Task Force was two weeks ago. The Task Force consisted of approximately 40 individuals.
 - Purpose of the Task Force is ultimately to come up with a reliable source of funding long term.
 - Another group meeting is happening in September.
11. New Castle County Committee - Ted Williams
 - Nothing new going on in New Castle County.
 - George Haggerty is acting manager of planning since the existing manager is leaving.
 - The County is looking at targeted planning areas.
 - The committee will meet again in the fall.
12. Kent County Committee – Debbie Pfeil (not present)
 - Nothing to report.
13. Sussex County Committee – Garth Jones
 - Working with the new planning manager to setup a meeting in September
 - The County is hiring consultants to do various updates to their planning documents.
 - Garth has offered for ACEC to help with the committees to review updates.
 - The County has many planning issues to address.
14. Education/Public Relations Committee - Ryan Flickinger
 - The committee is meeting on August 28th to review the tailgating events and scholarship.
 - They are looking at having events where we team with other advocacy group and / or State agencies to broaden the message.
 - Reviewing the possibilities of a meet and greet with ACEC-MD.
 - Exploring the use of advertising blasts.
 - Ryan asked for some direction on the University of Delaware tailgate event blast. This is a non PAC event geared towards younger folks.
 - A budget of \$800 for food, drinks and handouts was requested and approved.
 - Looking at various handouts to be utilized. Can be ACEC and / or member specific.
 - Need to get three spots in front of the ice arena to setup.
 - Need to get work out of event through organizations at U of D.
 - Alcohol will not be served.
 - A game is to be picked and the word spread.

Meeting adjourned at 1:10 pm